

## 8<sup>TH</sup> Judicial district MEDIATION program



### NUTS AND BOLTS

- When an equity case is filed which includes a contested issue relating to the custody or visitation of child(ren), the *Family Law Requirements Order* will be issued. This includes initial filings, modifications and request for temporary matters to be resolved.
- Parties in the case will receive a *Roster of certified mediators* listing for them those mediators who are willing to work in that specific county.
- There will be a default mediator marked on the roster. This mediator is to be used when the parties are not able to agree on a mediator.
- Parties can ask someone who is not on the mediator roster to mediate their case. The required forms will still need to be completed and submitted to those listed on the bottom of the form.
- Parties or their attorneys are responsible for setting up the mediation sessions.
- Parties can apply for pro-bono mediation using the form, *Request for pro-bono mediation*.
- If you are approved for pro-bono mediation, you must be willing to travel to the mediator you choose.
- Parties can apply to waive mediation using the form, *Request for waiver of mediation*. Reasons the waiver may be granted are listed on the form.
- When there is no application for temporary matters to be resolved:
  - Children in the Middle must be completed within 60 days of filing.
  - Financial information must be given to your lawyer, if you have one, and to the other person or their lawyer 15 days prior to the mediation session.
  - Mediation must be completed within 90 days of filing.
  - A pre-trial conference will be held approximately 120 days from the date the case is filed. Both parties and their attorneys need to attend the pre-trial conference.
- When there is an application for temporary matters to be resolved:
  - An appointment must be made with a mediator within 7 days from the date of service of the respondent or receipt of the order, whichever occurs last.
  - Attend a mediation session at least 10 days prior to the date and time set forth in the order.
- When mediation is completed for temporary matters, the requirement has been satisfied for the duration of the case unless otherwise ordered.
- Rosters, orders and forms can be found at the 8<sup>th</sup> Judicial District website:  
[http://www.iowacourts.gov/District\\_Courts/District\\_Eight/Mediation/](http://www.iowacourts.gov/District_Courts/District_Eight/Mediation/)